

Board Agenda December 8, 2021

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
December 8, 2021**

CALL TO ORDER: A meeting of the Salem City Board of Education is called to order at _____ p.m. in the Salem High School Library located at 219 Walnut Street in Salem, New Jersey 08079.

OPEN MEETING: Adequate notice of this meeting has been provided in the local news media and a place of public notice located at the Salem City Board of Education Office, 205 Walnut Street, Salem, New Jersey as required in the Open Public Meeting Act, Chapter 231, P.L. 1975.

FLAG SALUTE

Board Members

Carol Adams
Kendra Fletcher
Joan Hoolahan

Laquendala Bentley
Yuenge Groce
Daffonie Moore

Christopher Colon
Heidi Holden
Nilda Wilkins

District Representatives:

LAC: Laura Tice Crane
Quinton: William McDonald
Mannington: Eric Buzby

Administrators:

Dr. Patrick Michel, Superintendent
Herbert Schectman, School Business Administrator
Dr. Meghan Taylor, Director of Special Services
Linda Del Rossi, Supervisor of Literacy/SS PreK-12
John Mulhorn, Principal Salem High School
Jordan Pla, VP Salem High School

Pascale DeVilmé, Principal Salem Middle School
Will Allen, VP Salem Middle School
Michele Beach, VP Salem Middle School
Syeda Carter, Principal John Fenwick Academy
Gia Sparacio Scarani, VP of Early Childhood
Darryl Roberts, VP Salem High School

OTHERS: Mr. Corey Ahart

AUDIENCE PARTICIPATION

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comment(s).
5. Limit your comments to the specific resolution.
6. Time is limited to three (3) minutes per person.
7. If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss these items in public.

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PRESENTATION

Students of the month for November 2021:

John Fenwick Academy	De'Ariah Cannady	2 nd Grade	Mrs. Ali-White
	Antonio Mattei Rios	2 nd Grade	Ms. Crawford
Salem Middle School	Aaliyah Hutton	5 th Grade	5 th Grade Team
	Joseph Thorpe	5 th Grade	5 th Grade Team
Salem High School	Karima Davenport	10 th grade	Mr. Buck
	Abigail Melendez-Rodriguez	11 th grade	Mrs. Vengenock

Staff Member(s) of the month for November 2021:

Chibuzo Idimaogu	John Fenwick Academy	Information Technology
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BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

Motion (/) Board to approve the regular minutes of November 10, 2021 of Education meeting.

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

___ Motion (/) To approve the Board Secretary's reports in memo: **#2-A-E-6.**

- A. *Request Board approval of the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of October 2021.
- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending October 2021 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Salem City Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1

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In accordance with N.J.A.C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has changed for the month ending October 2021 as follows:

Board Secretary

Date _____

- C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of October 2021 pending audit.
- D. Pursuant to N.J.A.C. 6A: 23A-16.10 (c) 4, the Salem City Board of Education certifies for the month ending October 2021 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- E. To approve the Payment of Bills and Purchase Report:

From the General Account for Balance as summarized on attached board memo(s)

To approve Purchases Report for November 2021	\$178,953.45
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To approve Payment of Bills for December and balance of November 2021

December General Account	\$839,058.68
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November General Account	\$91,506.29
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Confirmation of payrolls for November 2021

November 15, 2021	General Acct. Transfer	\$683,949.89
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November 30, 2021	General Acct. Transfer	\$712,495.04
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Miscellaneous

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#2-F-6**

1. Request Board approval for pool rental agreement for the Swim Team at Pike Creek, 4905 Mermaid Blvd., Wilmington, DE 19808, operated by Marigold LTD at \$25.00 per hour for three lanes; from 11/2021 to 02/2022; 3:00-4:30PM Monday-Friday (as needed). Marigold LTD will invoice Salem High School on the 1st of each month for use.
2. Recommend Board approve the Annual Preschool Operational Plan Update for the school year 2022-2023.

STUDENT MATTERS

Motion (/) Board to Approve: **#4-A-6**

1. Request Board to approve the JFA Young Men's Club for school year 2021-2022. The program will start on December 8th and will meet on Wednesdays from 3:15-4:30pm. Mr. Michael Hughes, Mr. Pasquale Forti, Mr. Richard Riskie and Mr. Joshua Yoast have all volunteered to run the program.

The meeting dates will be as follows:

December 2021: 8th and 15th

January 2022: 5th, 12th, 19th and 26th

February 2022: 2nd, 9th, 16th and 23rd

2. Request Board to approve the attendance, including travel expenses, \$10,537.96, and food, \$1,232.64 to Home2 Suites, New Brunswick/Rutgers University, for the Salem High School football team, including coaches (see rooming list attached to memo). The trip will run from 12/4/2021 – 12/5/2021.

Home Instruction: In/ Out of District/Residential

Motion (/) Board to Approve: **#7-C-6**

1. Request Board approval of the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
03230002	Jessica Dixon	\$35.00/hr. 5 hrs./wk.	11/09/2021 – TBD	11-150-100-320-00-BUS
01220039	Rosalyn Chieves	\$35.00/hr 5 hrs./wk.	11/29/2021 – TBD	11-150-100-320-00-BUS
01250212	Rosalyn Chieves	\$35.00/hr 5 hrs./wk.	11/16/2021 – TBD	11-150-100-320-00-BUS

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2. Request Board approval of the following special education student to attend out of district placement for the 2021-2022 school year:

Student ID	School	Tuition (Prorated)	Grade	Dates	Account #
01260083	SCSSSD - Salem	\$46,757.00	7	11/23/2021-6/30/2022	11-000-100-565-00-BUS
01240084	The Rockford Center	\$45.00/hr 5 hrs./wk	10	11/17/2021 - TDB	11-150-100-320-00-BUS

Miscellaneous

Motion (/) Board to Approve: **#7-D-6**

1. Request Board approval for student Raeed B. Clark, Jr. (resident district school – Penns Grove Carney's Point) to continue attending Salem High School as 9th grade School Choice pupil. Parent moved from Salem to Penns Grove November 9, 2021. Parent has completed a School Choice form and will provide own transportation.

Personnel

A. Resignation/Retirement

Upon Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-A-6**

1. Request Board approval of the resignation for Regina Colon, Preschool Teacher at John Fenwick Academy, effective November 11, 2021.
2. Request Board approval of the retirement for Kimberly Osman, Resource Room Teacher at Salem Middle School, effective February 1, 2022.

B. Employment

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-C-6**

1. Request Board approval for Russell Phillips, Jr. to be employed as a substitute with the Salem City Transition Program for the 2021-2022 school year beginning December 11, 2021.
Costs: Teacher 4 hours/day at \$35.00 hour x 5 days/week.
Acct. 15-423-100-101-02 SMS and 15-423-100-101-03 SHS

2. Request Board approval for the following substitute teachers for 2021-2022 school year:

William Nelson	Standard Teaching Certificate	Salem High School
Crystalle Marshall Sorrell	Substitute Certificate	Salem Middle School
Diane Mack	Standard Teaching Certificate	John Fenwick Academy

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3. Request Board approval of the employment of Robert J. Baldi, Special Education Teacher for the Salem Middle School effective December 13, 2021 through June 30, 2022. Mr. Baldi's salary will be BA Step 6 \$56,204.00 per annum (pro rated).
4. Request Board approval that Mr. Richard Riskie, Second Grade Teacher at John Fenwick Academy, be transferred to Salem Middle School as a Fifth Grade Science Teacher effective January 3, 2022
5. Recommend the Board approve the employment of Kaneisha Boyce as a Second Grade Teacher at John Fenwick Academy at a salary of \$55,304/Step 1/MA for the 2021-2022 school year beginning January 3, 2022.

C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-D-6**

1. Request Board approval for the following employee's 2021-2022 memberships reimbursements.

NJSPA

William Allen	\$820	Pascale DeVilme	\$820	John Mulhorn	\$820
Syeda Carter	\$950	Jordan Pla	\$820	Michele Beach	\$820
Darryl Roberts	\$820	Gia Sparacio Scarani	\$899	Linda Delrossi	\$820
Dr. Megan Taylor	\$2,175				

2. Request Board approval for the following employees' 2021-2022 Health Waivers.

High School				December Payment
Health , Prescription & Dental				
Kristina Bergman	Teacher	\$5,000.00	15-000-291-290-03-SHS	2,500.00
Larry Brown	Security	\$4,040.48	15-000-291-290-03-SHS	2,020.24
David Hunt	Teacher	\$5,000.00	15-000-291-290-03-SHS	2,500.00
Kline, Nicholas	Teacher	\$5,000.00	15-000-291-290-03-SHS	2,500.00
Scott Levitsky	Teacher	\$5,000.00	15-000-291-290-03-SHS	2,500.00
Alfreda McCoy-Cuff	Secretary	\$5,000.00	15-000-291-290-03-SHS	2,500.00
John Mulhorn	Principal	\$5,000.00	15-000-291-290-03-SHS	2,500.00
Brianna Santarelli	Teacher	\$4,040.48	15-000-291-290-03-SHS	2,020.24
TOTAL		\$38,080.96		\$19,040.48
Health & Prescription				
Heidi Bower	Teacher	\$5,000.00	15-000-291-290-03-SHS	2,500.00
Jordan Pla	Vice Principal	\$5,000.00	15-000-291-290-03-SHS	2,500.00
Darryl Roberts	Vice Principal	\$5,000.00	15-000-291-290-03-SHS	2,500.00
Kristin Unger	Teacher	\$5,000.00	15-000-291-290-03-SHS	2,500.00
DENTAL				

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Teresa Derham	Teacher	\$105.00		15-000-291-290-03-SHS	52.50
Edward DeStefano	Teacher	\$105.00		15-000-291-290-03-SHS	52.50
High School Total		\$58,290.96			\$29,145.48
General Fund					
Health , Prescription & Dental					
Katie Luciani	Speech	\$4,040.48		11-000-291-290-00-BUS	2,020.24
Devon Russell	Payroll Accountant	\$5,000.00		11-000-291-290-00-BUS	2,500.00
Herbert Schectman	Business Administrator	\$4,040.48		11-000-291-290-00-BUS	2,020.24
Danielle Secula	Speech	\$5,000.00		11-000-291-290-00-BUS	2,500.00
TOTAL		\$18,080.96			\$9,040.48
Health & Prescription					
Amiot Michel	Superintendent	\$5,000.00		11-000-291-290-00-BUS	2,500.00
General Fund Total		\$23,080.96			\$11,540.48

John Fenwick School					
Health , Prescription & Dental					
Shakema Bagby	Para-professional	\$5,000.00		20-218-200-200-01-JFA	2,500.00
Syeda Carter	Principal	\$5,000.00		15-000-291-290-01-JFA	2,500.00
Aida Davis	Para-professional	\$5,000.00		20-218-200-200-01-JFA	2,500.00
Avonda Green-Ransome	Para-professional	\$5,000.00		20-218-200-200-01-JFA	2,500.00
Laura Krupski	Teacher	\$5,000.00		15-000-291-290-01-JFA	2,500.00
Patricia McClaren	Teacher	\$5,000.00		15-000-291-290-01-JFA	2,500.00
Krystle Mullen	Teacher	\$5,000.00		15-000-291-290-01-JFA	2,500.00
Tyrone Nock	Security	\$4,040.48		15-000-291-290-01-JFA	2,020.24
Angelica Roman	Para-professional	\$5,000.00		20-218-200-200-01-JFA	2,500.00
Ramon Roots	Para-professional	\$4,040.48		15-000-291-290-01-JFA	2,020.24
Tenyatta Sanders	Secretary	\$5,000.00		15-000-291-290-01-JFA	2,500.00
Jill Sutton-Parris	Nurse	\$5,000.00		15-000-291-290-01-JFA	2,500.00
Lisa Terrell-Porter	Teacher	\$5,000.00		15-000-291-290-01-JFA	2,500.00

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TOTAL		\$63,080.96			\$31,540.48
Health & Prescription					
Stefanie Crawford	Teacher	\$5,000.00		15-000-291-290-01-JFA	2,500.00
Elizabeth Whitehead	Para-professional	\$5,000.00		20-218-200-200-01-JFA	2,500.00
Stewart, Tonya	Preschool Social Worker	\$3,935.48		20-218-200-200-01-JFA	1,967.74
TOTAL		\$13,935.48			\$6,967.74
John Fenwick Total		\$77,016.44			\$38,508.22

SALEM MIDDLE SCHOOL					
Health , Prescription & Dental					
John Bacon	Truancy Officer	\$5,000.00		20-218-200-200-01-JFA	2,500.00
Christina Banks	Para-professional	\$5,000.00		15-000-291-290-02-SMS	2,500.00
Ramon Bentley	Para-professional	\$4,040.48		15-000-291-290-02-SMS	2,020.24
Nicholas Cesario	Teacher	\$4,040.48		15-000-291-290-02-SMS	2,020.24
Baillie Dougherty	Teacher	\$4,040.48		15-000-291-290-02-SMS	2,020.24
Samantha Ecret	Teacher	\$5,000.00		15-000-291-290-02-SMS	2,500.00
Betsy Tortella	Teacher	\$5,000.00		15-000-291-290-02-SMS	2,500.00
Alicia Seran	Teacher	\$5,000.00		15-000-291-290-02-SMS	2,500.00
TOTAL		\$37,121.44			\$18,560.72
Health & Prescription					
Francois-DeVilme, Pascale	Principal	\$5,000.00		15-000-291-290-02-SMS	2,500.00
John Murray	SRO	\$5,000.00		15-000-291-290-02-SMS	2,500.00
Dental					
TOTAL		\$10,000.00			\$5,000.00
Middle School Total		\$47,121.44			\$23,560.72
TOTAL		\$205,509.80			\$102,754.90

6. Request Board approval for the following Winter 2021-2022 Coaching Positions

Indoor Track	Head Coach	\$4,762	David Hunt
Indoor Track	Assistant Coach	\$3,822	Regina Gatson

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D. Leave of Absence

Motion (/) Board to Approve **#8-E-6**

1. Board to approve the following leaves of absence:

Employee ID#	277	1633	615	1552	687
Employee Name	P.M.	D.S.	N.B.	D.P.	S.M.
Type of Leave	Intermittent – Medical	Intermittent – Family	Intermittent – Medical	Medical (REVISED)	Intermittent – Family
Leave Requested	09/30/2021 – 09/30/2022	11/01/2022 – 05/01/2022	11/19/2021 – 11/19/2022	11/03/2021* 11/23/2021* 11/29/2021 – 01/24/2022	11/18/2021 – 06/30/2021
Fed Max Leave (max 90 days)	09/30/2021 – 09/30/2022	11/01/2022 – 05/01/2022	11/19/2021 – 11/19/2022	11/29/2021 – 01/24/2022	11/18/2021 – 06/30/2021
Time Usage of FMLA	12 weeks	12 weeks	12 weeks	8 weeks	12 weeks
NJ Family Leave (max 90 days)	N/A	N/A	N/A	N/A	N/A
Time Usage of FLA	N/A	N/A	N/A	N/A	N/A
*Use of Sick Days	8.75 days	N/A	22.5 days	27.5 days	N/A
*Use of Personal Days	1.5 days	2.5 days	1 day	3 days	2.75 days
*Use of Vacation Days	N/A	N/A	N/A	N/A	N/A
Unpaid Leave	After exceeding all sick and personal days	After exceeding all personal days	After exceeding all sick and personal days	After exhausting all sick and personal days	After exceeding all personal days
Intermittent Leave	1-2x per month 1 day per episode	4X per month 1-2 days per episode	As needed 1 day per episode	N/A	
Extended Leave	N/A	N/A	N/A	N/A	
Est. Return Date	N/A	N/A	N/A	01/25/2022	

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Motion (/) Board to Approve: **#11-6**

1. Board to approve the following out of district professional developments:

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Gia Scarani	JFA	Syeda Carter	NJ Leadership (EC) Seminar Series (William Paterson University and NJDOE)	1/19, 2/16, 3/16, 3/23, 4/20, 5/18, and 6/15/2022	Virtual (12:30 to 2:30 pm)	Regis: \$300.00 20-218-200-590-01-JFA

Facilities Requests

Motion (/) Board to Approve: **#12-7/DIST**

Organization	Use	Date*	Time	Charge
Diamonds in the Rough	Dinner	12/15/2021	5pm – 8pm	All Fees Waived

***Alternate date provided**

Monthly Reports

Motion (/) Board to Approve: **#13-6**

1. Board to approve the monthly reports for filing: (attached)

EXECUTIVE SESSION

Motion (/) Board to adopt the following Resolution to go into executive session at ____:

RESOLUTION

BE IT RESOLVED by the Board of Education of Salem City that in compliance with “The Open Public Meeting Act”, P.L., 1975, C. 173, NJSA 10:4-6 et seq., that the Board shall move to a closed portion of this meeting from which the public is excluded for the purpose of discussing a matter or matters permitted to be so discussed by that Act. The general nature of the matter(s), which the Board intends to discuss, is:_____

Minutes of such discussions shall be taken and released as soon as permitted by law in accordance with the specific individual topic discussed.

The Board shall take action as a result of such discussions only in an open to the Public session unless there is an express provision of law authorizing or requiring that such action be taken in a closed to the Public portion of a Board Meeting.

RETURN TO REGULAR SESSION

Motion (/) Board to return to open session at _____.

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NEW BUSINESS:

Motion (/) Board to Approve:

ADJOURNMENT

Motion (/) Board to adjourn the December 8, 2021 meeting of the Salem City Board of
Education at _____.